

**MINUTES
MEETING OF THE
TENNESSEE COMMISSION ON AGING AND DISABILITY
THE SHERATON DOWNTOWN HOTEL
623 UNION STREET
NASHVILLE, TENNESSEE
May 8, 2007
Ballroom 1, 2nd Floor**

Members Present:

Mr. John Arriola
Mr. Bernard Danzig
Mr. Errol Eshtain (for Ms. Wanda Willis)
Mr. Shelburne Ferguson, Jr.
Mr. William Johnson
Ms. Vickie Lawson
Ms. Beauton Matthews
Ms. Teresa McCadams
Ms. Frankie McCord
Ms. Barbara McIntyre
Ms. Lynne O'Neal
Mr. Judson Palmer
Mr. Donald Glen Petree
Mr. Leonard Price
Mr. Seth Stanger for Ms. Tam Gordon
Ms. Mary Stockley
Ms. Elizabeth Stovall
Ms. Jackie Talley
Ms. Bobbie Tyler
Mr. Donald Woodlee

Members Absent:

Ms. Diane Cormell
Rep. Lois DeBerry
Ms. Tam Gordon
Mr. Jerry Hill
Senator Jim Tracy
Ms. Wanda Willis

Ms. Pam Hayden-Wood, Office of the Attorney General, was also present.

Chair Woodlee called the meeting to order at 9:00 a.m. The roll was called, and attendance is listed above.

APPROVAL OF THE FEBRUARY 2007 MINUTES

Chair Woodlee asked if there were any corrections, additions, or deletions to the Minutes of the February 2007 meeting. Errol Eshtain, sitting in for Wanda Willis, pointed out on page 2, reference was made to the date of Dr. Chu's end appointment being 2007 not 2006 as previously recorded. **The change was noted and Glen Petree moved approval of the minutes with that correction. The motion was seconded by Shelburne Ferguson and passed unanimously.**

TCAD STAFF UPDATE

Nancy Peace introduced Janet Lamb, who is the new staff Attorney. Ms. Lamb is from Nashville and currently resides in Columbia, TN. She comes from the Department

of Children's Services. She will be supervising Elder Rights, Ombudsman, Public Guardianship, and handling all legal issues with policies, etc.

A registered dietician, Karen Raffey, has been hired and will be reporting on May 15. She has extensive programmatic management background.

Gail Tucker is the new person working with Information Systems. She will be assisting with reporting, some inventory, website maintenance and updates, data management, etc. She comes to TCAD from a background in the military and also with Associated Press in Washington.

Shannon Jones started April 16th as an Aging Program Specialist and is currently assigned to work with the SHIP program. Mary Beth Best resigned April 1st, and now her position is open as SHIP Director.

NEW COMMISSION MEMBERS

Nancy Peace introduced new Commission members. Bio's of each member were placed in Commission members' notebooks. New members are as follows.

- * Lynne O'Neal - Representing the Department of Health
- * Senator Jim Tracy – Appointed by Speaker Ron Ramsey to represent the Senate
- * Barbara McIntyre – Representing South Central district

AREA PLAN REVIEW

Kathy Zamata and Jackie Bruce of the Area Plan Review Committee reported the Committee's recommendations and asked for the Commission's approval to proceed with each recommendation. There were five areas of activity for the one-year updates: 1) Access Services; 2) Community Services and Health Promotion; 3) Home and Community Based Services; 4) Elder Rights; and 5) Strengthen the Effectiveness of Management Practices. The nine area plans represent approximately \$32 million in responsibility (outside the waiver program). The staff of the Commission recommends acceptance of the budget for the eight agencies. The staff asks for the permission to make necessary determination of acceptability on the budget for the Southwest Tennessee AAAD.

First Tennessee Area Agency on Aging and Disability. No program conditions. First TN plans to increase their information and assistance service units and also recruit additional volunteers. The agency will coordinate consumer training in disaster planning and fall prevention and increase participation in senior centers. The agency also plans to provide an overall increase in HCBS participation. The agency plans to increase the number of volunteers in Public Guardian and Ombudsman programs and explore development of an Elder Abuse Coalition, resulting in an increase in the number of consumers served. **The Area Plan Review Committee recommends approval of the budget with no delay of services. Motion was made by John Arriola to accept the recommendation of the Committee to approve the Area Plan. Motion was seconded by Judson Palmer and a roll call vote was taken as shown below.**

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
John Arriola	X		
*Diane Cormell			

<u>Bernard Danzig</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Shelburne Ferguson</u>	<u>X</u>	<u> </u>	<u> </u>
<u>William Johnson</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Beauton Matthews</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Teresa McCadams</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Frankie McCord</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Barbara McIntyre</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Judson Palmer</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Glen Petree</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Leonard Price</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Mary Stockley</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Elizabeth Stovall</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Bobbie Tyler</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Donald Woodlee</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Seth Stanger for Tam Gordon</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Vickie Lawson</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Errol Eshtain for Wanda Willis</u>	<u>X</u>	<u> </u>	<u> </u>
<u>*Jerry Hill</u>	<u> </u>	<u> </u>	<u> </u>
<u>Jackie Talley</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Lynne O'Neal</u>	<u>X</u>	<u> </u>	<u> </u>
*Senator Jim Tracy	Ex officio		
*Rep. Lois DeBerry	Ex officio		
*Members Absent			

East Tennessee Area Agency on Aging and Disability: The agency plans to publish the Information and Assistance Resource Guide and publish provider data in Beacon to the Internet so consumers, caregiver, and family members can access data more readily from the Web site. The Health Promotion Resource Center will develop new health promotion plans for 16 senior centers in the region, and they plan to develop an annual health promotion plan that includes monthly events that can be replicated in each county. The agency plans to increase enrollment in the waiver program and hire case managers in waiver services. Elder Rights services will be increased as the agency plans to increase access services through the development of county-based Elder Watch Coalitions and volunteer recruitment and by identifying regional attorneys willing and able to provide pro bono or low cost services to older individuals who cannot be served by the Older Americans Act attorney. The agency plans to form a team that meets monthly to review and update the Policy Procedure Manual and strengthen the QA efforts as well. **Motion was made by John Arriola to accept the recommendation of the Committee to approve the Area Plan. Motion was seconded by Leonard Price and a roll call vote was taken as shown below.**

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
<u>John Arriola</u>	<u>X</u>	<u> </u>	<u> </u>
<u>*Diane Cornell</u>	<u> </u>	<u> </u>	<u> </u>
<u>Bernard Danzig</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Shelburne Ferguson</u>	<u>X</u>	<u> </u>	<u> </u>
<u>William Johnson</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Beauton Matthews</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Teresa McCadams</u>	<u>X</u>	<u> </u>	<u> </u>

<u>Frankie McCord</u>	<u>X</u>		
<u>Barbara McIntyre</u>	<u>X</u>		
<u>Judson Palmer</u>	<u>X</u>		
<u>Glen Petree</u>	<u>X</u>		
<u>Leonard Price</u>	<u>X</u>		
<u>Mary Stockley</u>	<u>X</u>		
<u>Elizabeth Stovall</u>	<u>X</u>		
<u>Bobbie Tyler</u>	<u>X</u>		
<u>Donald Woodlee</u>	<u>X</u>		
<u>Seth Stanger for Tam Gordon</u>	<u>X</u>		
<u>Vickie Lawson</u>	<u>X</u>		
<u>Errol Eshtain for Wanda Willis</u>	<u>X</u>		
<u>*Jerry Hill</u>			
<u>Jackie Talley</u>	<u>X</u>		
<u>Lynne O'Neal</u>	<u>X</u>		
*Senator Jim Tracy	Ex officio		
*Rep. Lois DeBerry	Ex officio		
*Members Absent			

Southeast Tennessee Area Agency on Aging and Disability: The agency plans to increase access services to the public about aging and disability services and programs, community services, and Medicare issues through the use of Information and Assistance, SHIP, and Senior Medicare Patrol program staff. The agency will coordinate with community resources to conduct workshops; distribute health promotion materials through the nutrition program; expedite enrollment in the HCBS program; and increase providers and case managers. **Motion was made by Bernard Danzig to accept the recommendation of the Committee to approve the Area Plan. Motion was seconded by Bobbie Tyler and a roll call vote was taken as shown below.**

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
<u>John Arriola</u>	<u>X</u>		
<u>*Diane Cornell</u>			
<u>Bernard Danzig</u>	<u>X</u>		
<u>Shelburne Ferguson</u>	<u>X</u>		
<u>William Johnson</u>	<u>X</u>		
<u>Beauton Matthews</u>	<u>X</u>		
<u>Teresa McCadams</u>	<u>X</u>		
<u>Frankie McCord</u>	<u>X</u>		
<u>Barbara McIntyre</u>	<u>X</u>		
<u>Judson Palmer</u>	<u>X</u>		
<u>Glen Petree</u>	<u>X</u>		
<u>Leonard Price</u>	<u>X</u>		
<u>Mary Stockley</u>	<u>X</u>		
<u>Elizabeth Stovall</u>	<u>X</u>		
<u>Bobbie Tyler</u>	<u>X</u>		
<u>Donald Woodlee</u>	<u>X</u>		
<u>Seth Stanger for Tam Gordon</u>	<u>X</u>		
<u>Vickie Lawson</u>	<u>X</u>		
<u>Errol Eshtain for Wanda Willis</u>	<u>X</u>		

*Jerry Hill			
Jackie Talley	X		
Lynne O'Neal	X		
*Senator Jim Tracy	Ex officio		
*Rep. Lois DeBerry	Ex officio		
*Members Absent			

Upper Cumberland Area Agency on Aging and Disability: The agency plans to increase access to services, increase participation at senior centers, participation in the Family Caregiver Expo and caregiver workshops, and coordinating a speaker's bureau. The agency plans to expand services in the HCBS program by providing education and informational materials, organizing support groups, recruiting, and assist with compiling applications for authorizing new providers, increasing enrollment and partnering with community and volunteer services. They also will provide additional legal services and education to the community on adult abuse and network with the UC Adult Abuse Coalition. Additionally, they plan to implement a system that integrates SAMS data, budget and performance, and utilize fund identifiers to maximize fiscal resources for service delivery. The Area Plan Review Committee recommended approval of the plan. **Motion was made by John Arriola to accept the recommendation of the Committee to approve the Area Plan. Motion was seconded by Judson Palmer and a roll call vote was taken as shown below.**

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
John Arriola	X		
*Diane Cornell			
Bernard Danzig	X		
Shelburne Ferguson	X		
William Johnson	X		
Beauton Matthews	X		
Teresa McCadams	X		
Frankie McCord	X		
Barbara McIntyre	X		
Judson Palmer	X		
Glen Petree	X		
Leonard Price	X		
Mary Stockley	X		
Elizabeth Stovall	X		
Bobbie Tyler	X		
Donald Woodlee	X		
Seth Stanger for Tam Gordon	X		
Vickie Lawson	X		
Errol Eshtain for Wanda Willis	X		
*Jerry Hill			
Jackie Talley	X		
Lynne O'Neal	X		
*Senator Jim Tracy	Ex officio		
*Rep. Lois DeBerry	Ex officio		
*Members Absent			

GNRC (Nashville) Area Agency on Aging and Disability: The agency plans to increase assistance to the elderly and adults with disabilities through ensuring the completeness and accuracy of information resources, collaboration with community programs and other I&A state programs. The Senior Boomer expo and senior centers will be the focus of increasing community services and health promotion. Increasing community partnerships, service providers, and presentations, and streamlining of the enrollment process and targeting underserved populations will all help meet their goal of increased participation in the HCBS waiver program. The agency will conduct educational activities to increase community awareness in elder rights and provide assistance through its Guardianship, Ombudsman, and Legal Assistance programs. Staff will also be trained in emergency procedures as the agency is involved in a 13-county development and testing of an Emergency Preparedness Plan. The Committee recommended approval of the GNRC Area Plan. **Motion was made by John Arriola to accept the recommendation of the Committee to approve the Area Plan. Motion was seconded by Judson Palmer and a roll call vote was taken as shown below.**

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
John Arriola	X		
*Diane Cormell			
Bernard Danzig	X		
Shelburne Ferguson	X		
William Johnson	X		
Beauton Matthews	X		
Teresa McCadams	X		
Frankie McCord	X		
Barbara McIntyre	X		
Judson Palmer	X		
*Glen Petree			
Leonard Price	X		
Mary Stockley	X		
Elizabeth Stovall	X		
Bobbie Tyler	X		
Donald Woodlee	X		
Seth Stanger for Tam Gordon	X		
Vickie Lawson	X		
Errol Eshtain for Wanda Willis	X		
*Jerry Hill			
Jackie Talley	X		
Lynne O'Neal	X		
*Senator Jim Tracy			
*Rep. Lois DeBerry			
*Members Absent			

South Central Area Agency on Aging and Disability: The agency plans to increase the number of consumers receiving access to services and program by providing information and assistance, contracting with community focal points such as senior centers, ensuring transportation services, increasing the number of Medicare beneficiaries counseled, and increasing partnerships between SHIP/SMP and service providers. Health promotion programs, recreational programs developed by senior centers, volunteer

recruitment and health screenings will be offered as community services. The agency will increase waiver enrollment by increasing in-home assessments. They plan to increase services for elder rights and protection to consumers for legal assistance. The agency plans to recruit and train volunteers for the Ombudsman and Guardianship programs, and strengthen the Adult Abuse Coalition to reach more customers. Management practices will be strengthened by responsiveness to the needs of the region's elderly and adults with disabilities and increasing the numbers served in all programs. The agency will utilize SAMS database to review numbers, review quarterly financial statements, and monitor service providers. **Motion was made by Judson Palmer to accept the recommendation of the Committee to approve the Area Plan. Motion was seconded by Mary Stockley and a roll call vote was taken as shown below.**

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
<u>John Arriola</u>	<u>X</u>	<u> </u>	<u> </u>
<u>*Diane Cornell</u>	<u> </u>	<u> </u>	<u> </u>
<u>Bernard Danzig</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Shelburne Ferguson</u>	<u>X</u>	<u> </u>	<u> </u>
<u>William Johnson</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Beauton Matthews</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Teresa McCadams</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Frankie McCord</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Barbara McIntyre</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Judson Palmer</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Glen Petree</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Leonard Price</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Mary Stockley</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Elizabeth Stovall</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Bobbie Tyler</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Donald Woodlee</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Seth Stanger for Tam Gordon</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Vickie Lawson</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Errol Eshtain for Wanda Willis</u>	<u>X</u>	<u> </u>	<u> </u>
<u>*Jerry Hill</u>	<u> </u>	<u> </u>	<u> </u>
<u>Jackie Talley</u>	<u>X</u>	<u> </u>	<u> </u>
<u>Lynne O'Neal</u>	<u>X</u>	<u> </u>	<u> </u>
*Senator Jim Tracy	Ex officio		
*Rep. Lois DeBerry	Ex officio		
*Members Absent			

Northwest Area Agency on Aging and Disability: The agency plans to implement a marketing plan thus providing higher visibility of available resources to the community. They plan on holding health screenings, educational sessions, physical fitness programs, etc. The agency plans to increase enrollment in waiver programs and focus on outreach. Increased elder rights services to older consumers is also a goal of the agency. The agency plans to work toward increasing their volunteer network. Additionally, the agency will strive to ensure the effective flow of information between agency staff and the senior center directors thus allowing them to plan, strategize, and share information. **Motion was made by Jackie Talley to accept the recommendation**

of the Committee to approve the Area Plan. Motion was seconded by Beauton Matthews and a roll call vote was taken as shown below.

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
John Arriola	X		
*Diane Cormell			
Bernard Danzig	X		
Shelburne Ferguson	X		
William Johnson	X		
Beauton Matthews	X		
Teresa McCadams	X		
Frankie McCord	X		
Barbara McIntyre	X		
Judson Palmer	X		
Glen Petree	X		
Leonard Price	X		
Mary Stockley	X		
Elizabeth Stovall	X		
Bobbie Tyler	X		
Donald Woodlee	X		
Seth Stanger for Tam Gordon	X		
Vickie Lawson	X		
Errol Eshtain for Wanda Willis	X		
*Jerry Hill			
Jackie Talley	X		
Lynne O'Neal	X		
*Senator Jim Tracy			Ex officio
*Rep. Lois DeBerry			Ex officio
*Members Absent			

Southwest Area Agency on Aging and Disability: The agency plans to increase the number of older adults and other adults with disabilities who access services, and participate in community programs, by developing an online resource guide and publishing the guide. They plan to conduct outreach programs, partnering with Community Health Action Team, present seminars on mental health needs, and increase the number of people receiving congregate meals. The agency plans to increase participation in waiver services and expand the Family Caregiver program by marketing efforts such as distribution of brochures, etc. They also plan to increase the number of volunteers involved in Ombudsman and Public Guardianship programs. A district-wide conference is being planned on Elder Rights. A comprehensive training manual is being developed for staff and new employees as well as in-services training will be available for all staff.

This area agency experienced difficulties in completing their budget within the time available, and Perry Register has scheduled a meeting with the AAAD staff to assist in resolving all remaining issues. Mr. Register feels assured this should enable the budget to be completed and the contract processed along with the other eight agencies by mid-June. **Motion was made by Beauton Matthews to approve the recommendation made by the Area Plan Review Committee. The motion was seconded by Bobbie Tyler. Roll call vote was taken as shown below.**

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
John Arriola	X		
*Diane Cornell			
Bernard Danzig	X		
Shelburne Ferguson	X		
William Johnson	X		
Beauton Matthews	X		
Teresa McCadams	X		
Frankie McCord	X		
Barbara McIntyre	X		
Judson Palmer	X		
Glen Petree	X		
Leonard Price	X		
Mary Stockley	X		
Elizabeth Stovall	X		
Bobbie Tyler	X		
Donald Woodlee	X		
Seth Stanger for Tam Gordon	X		
Vickie Lawson	X		
Errol Eshtain for Wanda Willis	X		
*Jerry Hill			
Jackie Talley	X		
Lynne O'Neal	X		
*Senator Jim Tracy			
*Rep. Lois DeBerry			
*Members Absent			

Aging Commission of the Mid-South: The agency plans to increase public information and assistance about aging and disability programs, related community services, and Medicare issues by participating at health fairs, marketing programs using TV, radio, and print media, and through the SHIP and Senior Medicare Patrol programs. The agency will provide over 100 community services and fitness activities such as nutrition services, health fairs, etc. by collaborating with other area community resources. The agency plans to increase enrollment in the waiver program. They also plan to increase the participation of seniors and the general public in programs that provide information and assistance in protecting the rights of seniors. They will continue to offer services through Public Guardianship, Legal Assistance, and the volunteer Ombudsman programs. The agency plans to utilize the performance measures, goals, objectives, and strategies set forth in this plan as a management tool in assuring completion of the goals and managing issues as they arise.

Roll call vote was taken as shown below. **Motion was made by Glen Petree to approve the recommendation made by the Area Plan Review Committee. The motion was seconded by Frankie McCord. Roll call vote was taken as shown below.**

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
John Arriola	X		
*Diane Cornell			
Bernard Danzig	X		

<u>Shelburne Ferguson</u>	<u>X</u>	<u></u>	<u></u>
<u>William Johnson</u>	<u>X</u>	<u></u>	<u></u>
<u>Beauton Matthews</u>	<u>X</u>	<u></u>	<u></u>
<u>Teresa McCadams</u>	<u>X</u>	<u></u>	<u></u>
<u>Frankie McCord</u>	<u>X</u>	<u></u>	<u></u>
<u>Barbara McIntyre</u>	<u>X</u>	<u></u>	<u></u>
<u>Judson Palmer</u>	<u>X</u>	<u></u>	<u></u>
<u>Glen Petree</u>	<u>X</u>	<u></u>	<u></u>
<u>Leonard Price</u>	<u>X</u>	<u></u>	<u></u>
<u>Mary Stockley</u>	<u>X</u>	<u></u>	<u></u>
<u>Elizabeth Stovall</u>	<u>X</u>	<u></u>	<u></u>
<u>Bobbie Tyler</u>	<u>X</u>	<u></u>	<u></u>
<u>Donald Woodlee</u>	<u>X</u>	<u></u>	<u></u>
<u>Seth Stanger for Tam Gordon</u>	<u>X</u>	<u></u>	<u></u>
<u>Vickie Lawson</u>	<u>X</u>	<u></u>	<u></u>
<u>Errol Eshtain for Wanda Willis</u>	<u>X</u>	<u></u>	<u></u>
<u>*Jerry Hill</u>	<u></u>	<u></u>	<u></u>
<u>Jackie Talley</u>	<u>X</u>	<u></u>	<u></u>
<u>Lynne O'Neal</u>	<u>X</u>	<u></u>	<u></u>
*Senator Jim Tracy	Ex officio		
*Rep. Lois DeBerry	Ex officio		
*Members Absent			

After discussion of the Area Agency plans, Shelburne Ferguson stated that utilization of Web links to other agencies throughout the network would serve the community well, and also links to other states for folks who want to relocate in Tennessee would be great. Bernard Danzig mentioned best practices could be posted on the Web site and this would benefit the network. Nancy Peace said TCAD staff could post the links and best practices as the information becomes available.

LEGISLATION TO CREATE A DEPARTMENT ON AGING

Tam Gordon, Commission member from the Office of the Governor, and Jim Shulman, Executive Assistant to the Commissioner, Finance and Administration, presented an overview of the legislation being considered by the General Assembly, SB0308/HB2063, that would create a "Department on Aging". He added a Study Group would be organized over the summer that would be composed of members from the aging network, some from the Commission and some from different departments. The working group would be required to report back to the Governor every other month and give final recommendation in December 2007. This is not the first time that legislation has been considered and other departments have some of the aging functions. There are federal and state laws mandating funding in different programs and some things may stay put. Most likely it would be July 1, 2008, before anything happens. Several Commission members expressed support of the legislation but were concerned that they were not previously given opportunity for input into the legislation. It was suggested everyone proceed in a thoughtful manner. Mr. Ferguson stated that a resolution could be sent to the Assembly that would impart the feelings of the Commission on the legislation. The following statement was drafted for Resolution.

“The Commission on Aging and Disability feels, upon hearing for the first time, and not having time to input prior, that the legislation to create a Department on Aging proceed carefully and thoughtfully, and involve all players in the implementation of what is happening. Also, the Study Group should keep in mind what is in the best interest of the community and the population it serves.”

Motion was made by John Arriola to send the Resolution from the Commission (on the bill to create a department on aging and disability) to all 132 state legislators. The motion was seconded by Elizabeth Stovall and a roll call vote was taken as shown below.

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
John Arriola	X		
*Diane Cornell			
Bernard Danzig	X		
Shelburne Ferguson	X		
William Johnson	X		
Beauton Matthews	X		
Teresa McCadams	X		
Frankie McCord	X		
Barbara McIntyre	X		
Judson Palmer	X		
Glen Petree	X		
Leonard Price	X		
Mary Stockley	X		
Elizabeth Stovall	X		
Bobbie Tyler	X		
Donald Woodlee	X		
Seth Stanger for Tam Gordon			X
Vickie Lawson			X
Errol Eshtain for Wanda Willis	X		
*Jerry Hill			
Jackie Talley	X		
Lynne O’Neal	X		
*Senator Jim Tracy			
*Rep. Lois DeBerry			
*Members Absent			

POLICY MANUAL CHAPTERS

Kathy Zamata presented Chapter 2, Commission Organization and Conduct of Business. Changes to the chapter had not been made since 1987 or 1989 so updates were needed to the chapter to bring it up to date with current laws, bylaws, etc. The changes were shown in red on member’s copies which were included in the meeting notebooks. Copies were also distributed prior to the meeting. One comment was made by Mary Stockley to change reference to ‘AARP Tennessee’ from ‘American Association of Retired Persons’. This change was noted and will be incorporated into the final document. Another recommendation, to insert additional text to the Conflict of Interest form, was made by Shelburne Ferguson. **Motion was made by Judson Palmer to accept the changes as presented by Ms. Zamata and with the recommendation from**

Mr. Ferguson. The motion was seconded by Beauton Matthews and the motion was carried. A roll call vote was taken as shown below.

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
John Arriola	X		
*Diane Cornell			
Bernard Danzig	X		
Shelburne Ferguson	X		
William Johnson	X		
Beauton Matthews	X		
Teresa McCadams	X		
Frankie McCord	X		
Barbara McIntyre	X		
Judson Palmer	X		
Glen Petree	X		
Leonard Price	X		
Mary Stockley	X		
Elizabeth Stovall	X		
Bobbie Tyler	X		
Donald Woodlee	X		
Seth Stanger for Tam Gordon	X		
Vickie Lawson	X		
Errol Eshtain for Wanda Willis	X		
*Jerry Hill			
Jackie Talley	X		
Lynne O'Neal	X		
*Senator Jim Tracy			
*Rep. Lois DeBerry			
*Members Absent			

Belinda Bruns presented Chapter 12, Information and Assistance. Ms. Bruns stated there was a comment about the format looking different from some of the other policy chapters. She said staff began writing the chapter in much the same way as the other policy chapters (i.e., Legal Authority, Definitions, etc.), but went to the Alliance of Information & Referral Systems (AIRS) format. Ms. Bruns added that the ADRC project is looking at a statewide resource database and each of the statewide Area Agencies on Aging and Disability will populate the database. It is hoped to have the resource database up and running sometime over the next year. Beacon will be used as the software for developing the statewide database. **Recommendation was made by Ms. Bruns for Commission consideration for approval of the Chapter 12 as presented in members' notebooks. Motion was made by Mary Stockley to accept Chapter 12 as presented. The motion was seconded by Bobbie Tyler and the roll call vote is shown below.**

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
John Arriola	X		
*Diane Cornell			
Bernard Danzig	X		
Shelburne Ferguson	X		
William Johnson	X		

<u>Beauton Matthews</u>	<u>X</u>	<u></u>	<u></u>
<u>Teresa McCadams</u>	<u>X</u>	<u></u>	<u></u>
<u>Frankie McCord</u>	<u>X</u>	<u></u>	<u></u>
<u>Barbara McIntyre</u>	<u>X</u>	<u></u>	<u></u>
<u>Judson Palmer</u>	<u>X</u>	<u></u>	<u></u>
<u>Glen Petree</u>	<u>X</u>	<u></u>	<u></u>
<u>Leonard Price</u>	<u>X</u>	<u></u>	<u></u>
<u>Mary Stockley</u>	<u>X</u>	<u></u>	<u></u>
<u>Elizabeth Stovall</u>	<u>X</u>	<u></u>	<u></u>
<u>Bobbie Tyler</u>	<u>X</u>	<u></u>	<u></u>
<u>Donald Woodlee</u>	<u>X</u>	<u></u>	<u></u>
<u>Seth Stanger for Tam Gordon</u>	<u>X</u>	<u></u>	<u></u>
<u>Vickie Lawson</u>	<u>X</u>	<u></u>	<u></u>
<u>Errol Eshtain for Wanda Willis</u>	<u>X</u>	<u></u>	<u></u>
<u>*Jerry Hill</u>	<u></u>	<u></u>	<u></u>
<u>Jackie Talley</u>	<u>X</u>	<u></u>	<u></u>
<u>Lynne O'Neal</u>	<u>X</u>	<u></u>	<u></u>
*Senator Jim Tracy	Ex officio		
*Rep. Lois DeBerry	Ex officio		
*Members Absent			

PRESENTATIONS BY AREA AGENCIES ON AGING AND DISABILITY

Each Area Agency on Aging and Disability across the state will have an opportunity to showcase their agency during the Commission meetings. The May 2007 meeting showcased the Southeast Area Agency on Aging and Disability and the Upper Cumberland Area Agency on Aging and Disability. Presentation highlights are shown below.

- Steve Witt, Director of the Southeast Area Agency on Aging and Disability, presented an overview of the agency. His highlights touched on the SMP, SHIP, and volunteer programs. Mention was made of the partnership developed with Channel 9 TV to do enrollments one night per week at the TV station on Medicare Part D. Another community partnership began with a health promotion with the University of Tennessee Extension Service. A flyer was developed and services were listed. The agency developed a video on the relative caregiver program which involved family advocacy, support groups, recreational activities, respite for caregivers, and opportunities to share through hardships and good times. Mr. Witt shared a partial viewing of the caregiver video with the meeting attendees.
- Judy Roberson, Director of the Upper Cumberland Area Agency on Aging and Disability, presented an overview of Upper Cumberland. The agency serves the 14 Upper Cumberland counties of Tennessee. She briefly described the geographic highlights of the area and summarized the services provided through the Area Agency. Ms. Roberson mentioned several programs unique to the agency. The HELP program (Helping Elderly Live Productively) operates through donations, fundraisers, and grants. The Upper Cumberland Interfaith Coalition generates interest in volunteer efforts, helps with utility bills, non-perishable food items, holiday gift baskets, etc. Companions for Recovery is an intensive training program providing an opportunity for individuals to learn skills to provide basic in-home care. Dependable, trained

individuals are available to assist with care-giving responsibilities and providing homebound individuals and their caregivers an option for accessing in-home care. Senior Centers are a local contact for services in the 14 counties of the Upper Cumberland. These centers link older persons and adults with disabilities with services available through social service agencies. Services provided at the centers include visitation, physical fitness, health screening, advocacy, telephone reassurance, information and assistance, leisure activities, outreach, education, recreation, volunteer opportunities, and intergenerational activities. The Nutrition Program for the elderly has at least one congregate meal site in each of the 14 counties. Many of these sites are co-located with senior citizens centers. Home-delivered meals are available for homebound older persons and adults with disabilities. Following program discussion, Ms. Roberson shared a short video highlighting the many services to the community.

STATUS REPORT ON HOME AND COMMUNITY BASED SERVICES

Margaret Rose presented a summary of enrollment activities for the waiver programs. Charts prepared by TCAD staff were included in members' notebooks.

Ms. Rose stated that TCAD is continuing to recruit service providers for the additional six services added to the waiver program last year.

This year, Q-Source audited the nine area agencies and TCAD, and were looking at protocols, QA, quality improvement plans, processes, etc. After Q-Source sent out their audits, TCAD sent back responses. The next step is to do a performance corrective action plan.

CURRENT LEGISLATION

Ms. Rose reported on several bills that had been on the calendars this legislative session.

- SB0826 would establish the Tennessee Alzheimer's Disease Task Force. The bill has passed the Senate, but is still on calendar for Study Committee in the House.
- SB0334 requires hospitals, during fall and winter months, to offer elderly inpatients immunization for flu/pneumonia shots.

REPORT FROM THE EXECUTIVE DIRECTOR

Nancy Peace reported activities of the TCAD staff for the period since the previous meeting of the Commission. A summary of staff accomplishments was inserted in members' notebooks. Among the highlights were the following activities.

- The tagline "Choices for Independence" was approved at the March 15th meeting of the ADRC Advisory Board. A temporary ADRC brochure was developed. Both pilot sites began answering the information and assistance line "Aging and Disability Resource Connection" in January.
- TCAD staff is collaborating with the Alliance of Information and Referral Services (AIRS) accreditation organization and the local Tennessee AIRS chapter to offer a certification exam for Information and Assistance staff from across the state during the Tennessee Federation for the Aging conference in Gatlinburg, TN, September, 2007.

- TCAD staff conducted training for Information and Assistance counselors and State Health Insurance Assistance Program (SHIP) counselors concerning the new “Own Your Future” initiative in preparation for the calls generated from the Governor’s letter mailed to every Tennessean over the age of 45 concerning the program.
- TCAD hired Shannon Jones as the Program Specialist to work with the Vista/SHIP program.
- TCAD re-classified the Nutrition Aging Program Coordinator position into a “Dietician Consultant.” TCAD hired Karen Raffey and she will begin work on May 16. She will conduct training statewide, provide technical assistance for the nutrition program, approve menus, identify best practices from nutrition programs across the country, etc.
- Janet Lamb was hired as the staff Attorney to oversee the TCAD Elder Rights programs including Legal Assistance, Guardianship, and Ombudsman program.
- AARP Foundation/National Legal Training Project provided two day-long workshops (Elder Abuse, April 4th and Nursing Home Law, April 5th); 63 persons attended Elder Abuse and 46 attended Nursing Home Law. LTCO’s, Public Guardians, Title III-B Legal, APS staff, Legal Aid staff participated.
- TCAD staff member, Tabitha Satterfield, compiled a grant application to the Administration on Aging for an Alzheimer’s Disease project focusing on self-directed respite and education.
- TCAD started the process of working with the Office of Information Resources to implement a document management system that will provide TCAD the opportunity to conduct the majority of transactions in a paperless manner. The project should take approximately four months to complete.
- TCAD conducted orientation for new Commission members.
- TCAD sponsored several training sessions (Alzheimer's Demonstration Project; Medicare Part D/LIS; HCBS Waiver) during TN Conference on Social Welfare Annual Statewide Training. TCAD staff members, Tabitha Satterfield and Belinda Bruns, served as session presiders; Lucy Utt served as conference co-chair.
- Nancy Peace, appeared before the Sunset Review Committee of the Legislature concerning the sunset audit. The committee has recommended continuation of the Commission functions.
- The August meeting date of the Commission has been moved back one week to August 7th. The Executive Meeting will be held on August 6th.
- Conflict of Interest Forms will be mailed out to members following the meeting. A stamped, pre-addressed envelope will be provided for use in returning the forms.

REPORT FROM TN4A

Ernestine Bowers, Director of the Area Agency on Aging and Disability, Greater Nashville, reported on the TN4A in absence of Aaron Bradley, President of the Association. Ms. Bowers thanked the Commission for allowing the Association to present.

Ms. Bowers reported that the Senior Center Director’s training held in April 2007 at the Fall Creek Falls State Park, Pikeville, TN, went very well and the TN4A is pleased that the Commission is focusing on senior centers.

The TN4A thanks the Commission for approving all area plans.

Concerns with the TennCare waiver remain. All contracts have been signed, and the TN4A is recommending to begin negotiations for FY 2008.

The TN4A supports legislation for the Department on Aging.

In 2008, the new three-year area plans will be due, and the TN4A would like to do a statewide needs assessment and planning now to start the area plans.

In 2008, the National Association of Area Agencies on Aging and Disability (N4A) will be holding their annual event in Nashville, TN, in July or August. The meeting is scheduled to be held at the Renaissance Center. The TN4A met in February and held initial discussions.

ADJOURNMENT

With no further business before the Commission, Chair Woodlee adjourned the meeting at 2:40 pm. The next regularly scheduled meeting will be August 7, 2007, 9:00 a.m. CST at the Sheraton Hotel Downtown, Nashville, TN.

Respectfully submitted,

Nancy C. Peace
Tennessee Commission on Aging and Disability